



USAID | MOZAMBIQUE

FROM THE AMERICAN PEOPLE

SOLICITATION NUMBER: 72065622R00007

ISSUANCE DATE: June 23, 2022

CLOSING DATE AND TIME: July 15, 2022, 17:30 Maputo Time, Mozambique

SUBJECT: Solicitation for U.S. Personal Service Contractor (USPSC) – Global Health Security Technical Advisor

Dear Prospective Offerors:

The United States Government, represented by the U.S. Agency for International Development (USAID), is seeking offers from qualified persons to provide personal services under contract as described in this solicitation.

Offers must be in accordance with Attachment 1, Sections I through V of this solicitation. Incomplete or unsigned offers will not be considered. Offerors should retain copies of all Offer materials for their records.

This solicitation in no way obligates USAID to award a PSC contract, nor does it commit USAID to pay any cost incurred in the preparation and submission of the offer.

Any questions must be directed in writing to the Point of Contact specified in the attachment.

Sincerely,

Thomas G. Bayer
Supervisory Executive Officer/Contracting Officer

ATTACHMENT 1**I. GENERAL INFORMATION**

1. SOLICITATION NO.: 72065622R00007
2. ISSUANCE DATE: June 23, 2022
3. CLOSING DATE/TIME FOR RECEIPT OF OFFERS: July 15, 2022, 17:30 Maputo Time, Mozambique
4. POINT OF CONTACT: USAID HR, email at mzrecruiter1@usaid.gov
5. POSITION TITLE: Global Health Security Technical Advisor
6. MARKET VALUE: \$95,973.00 - \$124,764.00 equivalent to GS-14
Final compensation will be negotiated within the listed market value.
7. PERIOD OF PERFORMANCE: The base period will be 2 years, estimated to start o/a November 2022. Based on Agency need, the Contracting Officer may exercise additional option periods for the dates estimated as follows:

Base Period:	o/a 11/2022-11/2024
Option Period 1:	o/a 11/2024-11/2025
Option Period 2:	o/a 11/2025-11/2026
Option Period 3:	o/a 11/2026-11/2027

8. PLACE OF PERFORMANCE: Maputo, Mozambique, with possible travel as stated in the Statement of Duties.
9. ELIGIBLE OFFERORS: U.S. Citizens
10. SECURITY LEVEL REQUIRED: USG Secret Clearance
11. STATEMENT OF DUTIES

A. OVERVIEW OF THE PROGRAM AND ROLE OF THE POSITION:

The Global Health Security Agenda (GHSA) is a global initiative that was launched at a White House event on February 13, 2014 and renewed in 2019 for a further five-year term. GHSA's goal is to advance a world safe and secure from infectious disease threats and to elevate global health security as a national leaders-level priority. In 2014, member countries developed 11 lines of effort in support of the GHSA – known as Action Packages – that work across human health, animal health, and other sectors to help countries to achieve GHSA objectives and to meet country requirements for the WHO's International Health Regulations (IHR) and related animal health regulations. The Action Packages are designed to outline tangible, measurable steps required to prevent

outbreaks, detect threats in real time, and rapidly respond to infectious disease threats — whether naturally occurring, the result of accidental release of pathogens, or an act of bioterrorism. The Action Packages include specific targets and indicators that can be used as a basis to measure how national, regional, and global capacities are developed and maintained over the long-term. Progress toward achieving the GHSA targets and objectives is measured by WHO's Joint External Evaluation (JEE), a tool which consolidates the GHSA and IHR metrics into 19 technical areas.

USAID's Global Health Security (GHS) portfolio, including GHSA activities, works to strengthen countries' multisectoral capacities in reducing the risk and impact of zoonotic disease threats that are of greatest public health concern. The program emphasizes systems strengthening at national and subnational levels and in multiple sectors for preparedness; laboratory; surveillance; workforce; risk communications; supply chain and related countermeasures. GHS embraces the One Health approach, recognizing the critical role that wildlife, livestock, other domestic animals, and environment play in emerging zoonotic diseases with pandemic potential and antimicrobial resistance. Identifying and minimizing zoonotic disease spillover risks at their source in animals and a comprehensive approach to antimicrobial resistance that includes the livestock, agriculture, and environment sectors are essential components of USAID's contribution to GHSA. USAID's GHS program also leverages other USAID programing priorities in the areas of health systems strengthening, food security, economic growth, and disaster assistance. Healthy animals provide a safe and nutritious food supply component, and additionally, jobs and livelihoods all along the value chain from producer to final consumer. Livestock industries are huge contributors to national economies. Ensuring that animals are safely, economically managed and food is safe for human consumption not only minimizes the risk of transferring zoonotic diseases and antimicrobial resistance, but also greatly assists with enhancing partner countries' capacity for agricultural development and participation in international trade. Global Health programming in Mozambique with primary objectives in the areas of health systems strengthening and disease control, such as malaria and TB, also contribute to GHSA targets.

The GHS Technical Advisor in Mozambique will fill a critical role for USAID to meet the expectations of the White House and Congress for rapid, effective, and coordinated implementation of the U.S. Government's commitment to the GHSA. The Advisor will ensure effective U.S. Government (USG) interagency coordination and work closely with USAID colleagues and other USG partners, particularly CDC, US Department of Defense, and Department of State colleagues who also provide support for GHSA implementation. The Advisor will be expected to liaise with external stakeholders, including other donors and the Government of the Republic of Mozambique (GRM) to ensure an alignment of priorities and maximal impact of USG resources.

B. BASIC FUNCTION OF THE POSITION

The primary function of the GHS Technical Advisor is to support USAID/Mozambique's GHSA mandate in terms of activity design, technical oversight, monitoring, coordination,

evaluation and reporting on all GHSA activities as required. Under the direct supervision of the Integrated Health Office's Infectious Disease Team Lead, with engagement across the Integrated Health Office (IHO) and oversight by the IHO Office Director, the Advisor will provide recommendations regarding solutions to challenges, build relationships with GRM counterparts, and liaise with multiple inter-agency, USAID/Washington, and regional counterparts involved in GHS programming. S/he will have broad latitude in exercising judgment related to technical approaches and best practices and will be expected to respond flexibly and capably to a wide range of work-related requirements, responding to Washington policy and operational requests, and carrying out ad hoc assignments as dictated by unforeseen operational requirements at the discretion of the IHO Office Director. Strong interpersonal skills as well as spoken and written communication abilities are required. The incumbent may also supervise a Cooperating Country National Personal Services Contract (CCNPSC) Project Management Specialist (Global Health Security Specialist).

C. MAJOR DUTIES AND RESPONSIBILITIES

a. Programs Management & Technical Support and Interagency Coordination-60%

- Monitoring financial, logistical and reporting aspects of USAID-supported GHS programs to support compliance with USAID legal and reporting requirements.
- In coordination with the relevant A/COR team members, advise on the technical design and support implementation of programs and activities with the goal of ensuring that program design and implementation will achieve planned results and USAID goals.
- Serve as a technical advisor and support project oversight, monitoring and evaluation. This will require regular travel to project field sites to monitor and report on project activities.
- Track program activities against planned results, documenting developmental impacts and recommending solutions to any implementation issues in an efficient and professional manner, which includes reviewing quarterly, semi-annual, and annual program and financial reports from program partners.
- Work closely with other team members to maximize synergies between various programs and activities within the portfolio.
- Participate in and coordinate evaluations and assessments that are conducted in conjunction with GRM, other donors, international organizations and local partners.
- Report on country activities to USAID Global Health Security Washington-based and regional team members.
- For Washington-based awards, assist the Agreement Office Representatives and Contract Office Representatives by monitoring and guiding implementing partner activities to ensure consistency with project objectives and to ensure that activities contribute to advancing Mozambique's targets for GHSA and JEE metrics.
- Report on GHS guidance from USAID/Washington to the Mission
- Identify new opportunities and activities to contribute to Mozambique's GHSA efforts and advocate such findings to USAID/Washington. This would include activity design, assessments, and scoping of new opportunities.

- Ensure coordination of USAID GHS activities with other USG agencies' GHS-related activities. Maintain strong partnerships between agencies as well as implementing partners of respective agencies.
- Support the development of and represent USAID in a USG GHS Interagency Technical Working Group. Work collaboratively with other USG agencies while representing USAID priorities.
- Maintain frequent, regular, and ad hoc meetings with other USG agencies to discuss activities and maintain coordination and to keep each other informed on changes to GHS activities.
- Work collaboratively with USG agencies to develop detailed annual GHS work plans to ensure coordination of USG GHS-supported activities and to avoid duplication.
- Provide technical expertise to USAID and USG leadership for GHS technical areas of work, including emergency preparedness and response.

b. Collaboration, Strategy Support and Coordination with the Government of the Republic of Mozambique and External Partners **40%**

- Provide technical assistance to GRM's efforts to roll out a national strategy for animal health surveillance, to build local capacity for animal health surveillance (e.g. priority zoonotic diseases surveillance), and integrating it into the One Health Platform and Global Health Security Agenda.
- Participate in technical working groups (TWG) pertaining to GHSA, such as on Antimicrobial Resistance, Infection Prevention and Control (IPC), the One Health Platform and the laboratory network for infectious disease detection and surveillance.
- Participate in the development and implementation of USAID's ongoing strategies, such as the Country Development Cooperation Strategy.
- Actively engage with government, other donors and organizations involved in the sector within Mozambique to promote collaborative planning toward long-term sustainable solutions.
- Advise and collaborate with relevant local government officials on implementation and policy issues. Contribute expertise and guidance to the relevant Ministries and provincial health authorities to strengthen systems necessary for implementing activities with USAID funds.
- Establish and maintain productive collaborative relationships with a wide range of partners and stakeholders, including host government officials (at various levels); multi-lateral partners such as WHO, FAO and UNICEF, and other donors such as the World Bank; and civil society groups and NGOs to effectively ensure that USAID's activities are collaborative, complementary and inclusive.
- Set-up/encourage the establishment of partner/donor coordination and collaboration mechanism to advance GHS in Mozambique. Such partners include USAID partners, other donors, GRM, private sector, international and local NGOs, multi-lateral organizations, etc.
- Develop and implement strategies for improved networking by partners and sharing of best practices learned while implementing GHS activities, to accelerate program

implementation and impact.

- Facilitate opportunities for USAID implementing partners to collaborate and leverage each other's activities. Communicate and promote USAID's expectations for implementing partners to function as a cohesive program working together to advance GHS targets in Mozambique.
- Provide technical guidance to USAID IPs to promote and leverage existing USAID activities and the contributions of other stakeholders in Mozambique to achieve JEE targets with an emphasis on USAID priority Action Packages and interventions at the human-animal-environment.

D. POSITION ELEMENTS

- a. **Supervision Received:** Work is performed under the general supervision of the Integrated Health Office's Infectious Disease Team Lead, with engagement across the Integrated Health Office (IHO) and general oversight by the IHO Office Director.
- b. **Supervision Exercised:** May supervise a CCNPSC Project Management Specialist (Global Health Security Specialist), FSN-11.
- c. **Available Guidelines:** Available guidelines establish a broad pattern of operations that requires frequent need to exercise judgment and interpretation, and provide an opportunity for initiative and innovation. Relevant guidelines include the USAID Automated Directives System (ADS), the Global Health Security Agenda (GHS) guidelines, Country Operational Plans, Mission Orders, and other directives; as well as WHO's International Health Regulations.
- d. **Exercise of Judgment:** A high degree of judgment will be required to provide guidance and assistance to a wide variety of professionals in GHS/Mozambique and the USAID Mission. As a highly qualified professional, substantial reliance will be placed on the incumbent to independently plan, prioritize and carry out specific activities to fulfill major duties and responsibilities. The incumbent will be expected to resolve problems that arise by determining the approaches to be taken and methodologies to be used, making independent judgments that can be defended, as necessary.
- e. **Authority to Make Commitments:** As a personal services contractor, the incumbent cannot make financial commitments on behalf of the U.S. Government.
- f. **Nature, Level and Purpose of Contacts:** The incumbent will maintain contacts and work with USAID staff in Mozambique, with considerable interaction with USAID/Washington Global Health Security Office staff; represent USAID in a USG GHS Interagency Technical Working Group to provide policy and procedural guidance and to obtain information relative to programs and activities. S/he will establish and maintain productive collaborative relationships with a wide range of partners and stakeholders, including host government officials (at various levels); multi-lateral partners such as WHO, FAO and UNICEF, and other donors such as the World Bank; and civil society groups and NGOs (Non-Governmental Organizations) to effectively

ensure that USAID's activities are collaborative, complementary and inclusive. The incumbent will also advise and collaborate with a wide range of senior-level management and technical counterparts within the GRM, implementing partners, and other development partners.

g. Post Entry Training: The incumbent will complete applicable USAID, GHSA, and/or other technical trainings as required to fulfill the duties of the position.

Support Items: The incumbent will be provided with office space, equipment, and supplies.

12. PHYSICAL DEMANDS: The work requested does not involve undue physical demands.

II. MINIMUM QUALIFICATIONS REQUIRED FOR THIS POSITION

A. EDUCATION: The candidate must have a degree in Medicine (MD), Veterinary Medicine (DVM) or a Master's degree in Epidemiology, Public Health, or relevant technical field.

B. PRIOR WORK EXPERIENCE:

1. The incumbent is required to have at least seven years of progressively responsible experience in One Health, animal health, public health or epidemiology. The incumbent must have at least four years of experience in an international setting, supporting health, infectious diseases or development programs that provided the opportunity for high level strategic planning, project design, program planning, and/or implementation, in areas related to work that ideally involved capacity-building, public health programming or management of development programs.

C. JOB KNOWLEDGE: The incumbent is required to have technical expertise in infectious diseases, with knowledge of zoonotic diseases highly desirable. A thorough understanding of laboratory diagnostic networks and familiarity with disease surveillance as well as knowledge related to broader health systems issues, including frequently encountered field challenges and barriers in developing settings, is required.

D. LANGUAGE PROFICIENCY: Must be fluent in English (S-4/R-4) and must have basic working proficiency in a Romance language, preferably Portuguese.

E. SKILLS AND ABILITIES: Exceptionally strong interpersonal skills and abilities to work in a multi-cultural setting are required. Experience motivating and leading teams of professionals required. Demonstrated ability to work with high level senior-ranking host country government officials is required. Able to work effectively on her/his own and as a member of an office management team and as a mentor to junior staff, is required. Strong, computer, verbal and writing skills required. A proven ability to communicate quickly, clearly, and concisely in both speech and writing. Able to facilitate meetings and make oral presentations logically and persuasively to senior officials and partners in a

multi-cultural context. Able to produce concise, clear reports, and utilize word processing, spreadsheet and database programs.

III. EVALUATION AND SELECTION FACTORS

The Government may award a contract without discussions with offerors in accordance with FAR 52.215-1. The CO reserves the right at any point in the evaluation process to establish a competitive range of offerors with whom negotiations will be conducted pursuant to FAR 15.306(c). In accordance with FAR 52.215-1, if the CO determines that the number of offers that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the CO may limit the number of offerors in the competitive range to the greatest number that will permit an efficient competition among the most highly rated offers. The FAR provisions referenced above are available at <https://www.acquisition.gov/browse/index/far>.

The following evaluation factors are established:

Education:	10 points
Prior Work Experience:	35 points
Job Knowledge	25 points
Skills and Abilities:	25 points
Language Proficiency:	5 points

Maximum Points: 100 points

Per this scoring, prior work experience is the most important factor, followed by skills and abilities, job knowledge, education and language proficiency.

Applications will initially be screened for conformity with minimum requirements and a short list of applicants will be developed for further consideration.

USAID reserves the right to interview only the highest ranked applicants in person or by phone OR not to interview any candidate.

After the closing date for receipt of applications, a selection committee will be convened to review applications and evaluate them in accordance with the evaluation criteria. Applications from offerors who do not meet the required selection criteria will not be scored. Only shortlisted offerors will be invited for an oral interview and may also be required to complete a written test as part of the interview process. No response will be sent to unsuccessful applicants.

Professional references will be conducted for the top ranked offeror and will be utilized to supplement the selection committee's recommendation to the Contracting Officer to offer the position to the top ranked offeror. The Offeror's references must be able to provide substantive information about his/her past performance and abilities. USAID/Mozambique reserves the right to solicit references from other sources as

deemed appropriate for relevant information concerning performance and may consider such information in its evaluation.

The selection committee will conduct interviews with all offerors in the competitive range and provide the final rating and ranking of the offerors based on professional references, academic credentials and interview performance.

IV. SUBMITTING AN OFFER

1. Eligible offerors are required to complete and submit the offer form AID 309-2, "Offeror Information for Personal Services Contracts with Individuals," available at <http://www.usaid.gov/forms>.
2. Offers must be received by the closing date and time specified in **Section I, item 3**, and submitted to the Point of Contact in Section I (mzrecruiter1@usaid.gov). Please note that attachments to e-mail applications in zip format cannot be received to this mailbox. Please make sure that you do not send any attachments in zip format.
3. Offeror submissions must clearly reference the Solicitation number on all offeror submitted documents.
4. Offerors are required to submit a signed and dated Cover letter with current résumé/curriculum vitae (CV), specifically addressing how the offeror meets the selection criteria stated above.
5. Offerors must provide a minimum of three (3) references who are not family members or relatives. References should be from direct supervisors to professional mentors or peers, who can provide information regarding the offeror's job knowledge and professional work experience. Offerors must provide e-mail addresses and/or working telephone numbers for all references.

USAID will not pay for any expenses associated with the interviews.

V. LIST OF REQUIRED FORMS PRIOR TO AWARD

The CO will provide instructions about how to complete and submit the following forms after an offeror is selected for the contract award:

1. Medical History and Examination Form (Department of State Forms)
2. Questionnaire for Non-Sensitive Positions (SF-85)
3. Fingerprint Card (FD-258)

VI. BENEFITS AND ALLOWANCES

(If Applicable): As a matter of policy, and as appropriate, an offshore USPSC is normally authorized the following benefits and allowances.

A. BENEFITS:

- a. Employer's FICA Contribution
- b. Contribution toward Health & Life Insurance
- c. Pay Comparability Adjustment
- d. Annual Increase (pending a satisfactory performance evaluation)
- e. Eligibility for Worker's Compensation
- f. Annual and Sick Leave

B. ALLOWANCES:

Section numbers refer to rules from the [Department of State Standardized Regulations \(Government Civilians Foreign Areas\)](https://aoprals.state.gov/content.asp?content_id=282&menu_id=101), available at https://aoprals.state.gov/content.asp?content_id=282&menu_id=101.

- a. Temporary Quarter Subsistence Allowance (Section 120)
- b. Living Quarters Allowance (Section 130)
- c. Cost-of-Living Allowance (Chapter 210)
- d. Post Allowance (Section 220)
- e. Separate Maintenance Allowance (Section 260)
- f. Education Allowance (Section 270)
- g. Education Travel (Section 280)
- h. Post Differential (Chapter 500)
- i. Payments during Evacuation/Authorized Departure (Section 600).

3. Other Benefits (vary by hiring category): Additional benefits are available for individuals hired from outside Maputo in accordance with the applicable AIDAR, Federal Travel Regulations and Standardized Regulations, e.g., international airfare from place of residence, international shipment of personal effects, unaccompanied baggage allowance, POV Shipment, Repatriation Travel, furnished housing and educational allowances for dependent children.

VII. TAXES

USPSCs are required to pay Federal income taxes, FICA, Medicare, and applicable State income taxes.

VIII. USAID REGULATIONS, POLICIES AND CONTRACT CLAUSES PERTAINING TO PSCs

USAID regulations and policies governing USPSC awards are available at these sources:

1. **USAID Acquisition Regulation (AIDAR), Appendix D**, "Direct USAID Contracts with a U.S. Citizen or a U.S. Resident Alien for Personal Services Abroad,"

including **contract clause “General Provisions,”** available at <https://www.usaid.gov/sites/default/files/documents/aidar.pdf>.

2. PART 52—SOLICITATION PROVISIONS AND CONTRACT CLAUSES

Subpart 52.2—Text of Provisions and Clauses

52.223-99 Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors, Alternate 70.

ENSURING ADEQUATE COVID-19 SAFETY PROTOCOLS FOR FEDERAL CONTRACTORS (OCT 2021)-Alternate 70 (OCT 2021) (M/OAA-DEV-FAR-22-01c)

(a) Definition. As used in this clause -

United States or its outlying areas means—

- (1) The fifty States;
- (2) The District of Columbia;
- (3) The commonwealths of Puerto Rico and the Northern Mariana Islands;
- (4) The territories of American Samoa, Guam, and the United States Virgin Islands; and
- (5) The minor outlying islands of Baker Island, Howland Island, Jarvis Island, Johnston Atoll, Kingman Reef, Midway Islands, Navassa Island, Palmyra Atoll, and Wake Atoll.

(b) Authority. This clause implements Executive Order 14042, Ensuring Adequate COVID Safety Protocols for Federal Contractors, dated September 9, 2021 (published in the Federal Register on September 14, 2021, 86 FR 50985).

(c) Personal Services Contracts with individuals. As a matter of policy, the contractor must comply with the USAID’s guidance applicable to direct-hire federal employees.

(End of clause)

Notice Regarding Any Court Order Affecting the Implementation of E.O. 14042

USAID will take no action to enforce the clause (FAR 52.223-99) implementing the requirements of Executive Order 14042, absent further written notice from USAID, where the place of performance identified in the contract is in a U.S. state or outlying area subject to a court order prohibiting the application of requirements pursuant to the Executive Order (hereinafter, “Excluded State or Outlying Area”). In all other circumstances, USAID will enforce the clause, except for contractor employees who perform substantial work on or in connection with a covered contract in an Excluded State or Outlying Area, or in a covered contractor workplace located in an Excluded State

or Outlying Area. A current list of such Excluded States and Outlying Areas is maintained at <https://www.saferfederalworkforce.gov/contractors/>.

3. **Contract Cover Page** form AID 309-1 available at <https://www.usaid.gov/forms>.

Pricing by line item is to be determined upon contract award as described below:

LINE ITEMS

ITEM NO (A)	SUPPLIES/SERVICES DESCRIPTION (B)	QUANTIT Y (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	Base Period - Compensation, Fringe Benefits and Other Direct Costs (ODCs) - Award Type: PSC - Product Service Code: R497 - Accounting Info: -	1	LOT	\$ _TBD	\$ _TBD at Award after negotiations with Contractor_
1001	Option Period 1 – Compensation, Fringe Benefits and Other Direct Costs (ODCs) - Award Type: PSC - Product Service Code: R497 - Accounting Info: -	1	LOT	\$ _TBD	\$ _TBD at Award after negotiations with Contractor_
2001	Option Period 2 – Compensation, Fringe Benefits and Other Direct Costs (ODCs) - Award Type: Cost - Product Service Code: [e.g. R497] Accounting Info: -	1	LOT	\$ _TBD	\$ _TBD at Award after negotiations with Contractor_
3001	Option Period 2 – Compensation, Fringe Benefits and Other Direct Costs (ODCs) - Award Type: Cost - Product Service Code: [e.g. R497] - Accounting Info: -	1	LOT	\$ _TBD	\$ _TBD at Award after negotiations with Contractor_

4. Acquisition and Assistance Policy Directives/Contract Information Bulletins (AAPDs/CIBs) for Personal Services Contracts with Individuals available at <http://www.usaid.gov/work-usaid/aapds-cibs>.
5. Ethical Conduct. By the acceptance of a USAID personal services contract as an individual, the contractor will be acknowledging receipt of the “Standards of Ethical Conduct for Employees of the Executive Branch,” available from the U.S. Office of Government Ethics, in accordance with General Provision 2 and 5 CFR 2635. See <https://www.oge.gov/web/oge.nsf/OGE%20Regulations>
6. PSC Ombudsman. The PSC Ombudsman serves as a resource for any Personal Services Contractor who has entered into a contract with the United States Agency for International Development and is available to provide clarity on their specific contract with the agency. Please visit our page for additional information: <https://www.usaid.gov/work-usaid/personal-service-contracts-ombudsman>

The PSC Ombudsman may be contacted via: PSCOmbudsman@usaid.gov.

Contract for a USPSC hired under this solicitation will be in accordance with applicable AIDAR Appendix D contract clauses.

[END OF SOLICITATION]